

**Special Meeting: April 25, 2018**  
**Altura Preparatory School Governing Council**

**Date:** April 25, 2018

**Time:** 5:10 – 5:40

**Location:** Phone Meeting: Call In # +1605-562-0400, Access Code: 4386411

**Meeting Type:**  Regular  Special  Proposed  Approved

**Attendance:**

<b>Members:</b>	<b>Present</b>	<b>Absent</b>
Patrick Barnes	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jackie Cusimano	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Casey Deraad	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chamiza Pacheco de Alas	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Christine Sargent	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pam Scanlon	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Robert Wilson	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Other Attendees:**

Lissa Hines, Co-Founder  
Meaghan Stern, Co-Founder  
Katie Rarick, EdTec

**Meeting was brought to order at 5:10pm by Patrick Barnes**

**I. Approval of Special Meeting Agenda**

**Action Requested: Adopt Meeting Agenda**

**Motion:** Pamela Scanlon

**Second:** Jackie Cusimano

**Corrections or objections:**

**Ayes:** 4 **Nays:** 0

**II. Public Comment**

No public participants were present and therefore there were no comments from the public.

A copy of the meeting minutes are available for public inspection at Altura Preparatory School, Albuquerque, NM 87108, within 10 calendar days for proposed minutes and 2 calendar days of approval for approved minutes.

The Altura Preparatory School shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990. Should you require specific accommodation(s) please contact Lissa Hines at (505) 226-1925 5 business days prior to the meeting.

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III. **Agenda Items**

**Agenda Item: Approval of 2018-19 School Year Calendar**

**Motion:** Pamela Scanlon

**Support:** Patrick Barnes

**Discussion:** Noted that the year is slightly longer than APS, and with more professional development days for teachers, which is consistent with the charter application and school mission. The board approves the 2018-19 School Year Calendar.

Ayes: 4          Nays: 0

**Agenda Item: Approval of 2018-19 School Year Calendar Check**

**Motion:** Pamela Scanlon

**Support:** Casey Deraad

**Discussion:** The board approves the 2018-19 School Year Calendar Check, noted that the school plans to exceed the minimum requirements.

Ayes: 4          Nays: 0

IV. **Closed Session:** [Discussion and Action for Real Estate Acquisition, pursuant to NMSA 1978, Section 10-15-1(H)(8)]

**Action Requested:** Move into Closed Session at 5:17pm, pursuant to NMSA 1978, Section 10-15-1(H)(8)

**Motion:** Pamela Scanlon

**Support:** Jackie Cusimano

**Action Requested:** Exit Closed Session at 5:23pm

**Motion:** Jackie Cusimano

**Support:** Casey Deraad

**Report on Closed Session Actions Taken:** The board conditionally approves a lease agreement for 955 San Pedro Dr SE, pending final attorney review and final discussion and approval at the May 2<sup>nd</sup> Regular Board Meeting.

V. **Agenda Items**

**Agenda Item: Approval of 2018-19 Operating Budget** (Conditional approval pending PED changes)

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**Motion:** Pamela Scanlon

**Support:** Jackie Cusimano

**Discussion:** Discussed the cash flow over the course of the first year: enrollment projections, Special Education funding, and Title I.

The board approves a balanced 2018-19 operating budget for Altura Preparatory School, pending changes from PED. Any changes recommended by PED in the April 27, 2018 budget review meeting with Katie Rarick, EdTec and NMPED Budget Analyst will be reported at May 2, 2018 board meeting.

Ayes: 4          Nays: 0

**Agenda Item: Approval of Altura Preparatory School 2018-19 Governing Board Policies and Procedures**

**Motion:** Casey Deraad

**Support:** Jackie Cusimano

**Discussion:** Ms. Rarick updated the board on changes in Financial Policies regarding staff reimbursements, petty cash, and technical changes regarding wording and signatures on checks. The board also discussed security procedures for fireproof safes and locations.

The board approves all 2018-19 Altura Prep Governing Board Policies and Procedures.

Ayes: 4          Nays: 0

**Agenda Item: Review and Acknowledge School Director Signatures: Article 10A, Article 8, and Salary Adjustments**

**Discussion:** The Board has reviewed and acknowledges that the Directors of Operations and Academics will sign the 2018-19 Article 10A and Article 8 certification and the Salary Adjustment Certification.

**VI. Adjourn**

**Motion:** Casey Deraad

**Support:** Jackie Cusimano

Ayes: 4          Nays: 0

**Meeting adjourned at 5:40 pm**

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